

**COUNTY OF SAN DIEGO
VOLUNTEER REPORT FORM
PERIOD JULY 1, 2003 - JUNE 30, 2004**

COUNTY OF SAN DIEGO
BOARD OF SUPERVISORS
2004 JUL 12 PM 4:36
THOMAS J PASTUSZKA
CLERK OF THE BOARD
OF SUPERVISORS

1. DEPARTMENT/COURT INFORMATION:

Department/Court: Parks and Recreation

Division/Unit:

2. VOLUNTEER PROGRAM BENEFITS:

- a. GENERAL VOLUNTEERS (this section should include community volunteer, student intern, groups, corporations, etc.)

No. Vol.	<u>400</u>	Hours	<u>105,775</u>	x	\$17.19	=	\$1,818,272
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Types of work performed by GENERAL VOLUNTEERS in this category:

Open and close parks, mow lawns, clean restrooms, operate blower, weed-eater, chipper, log splitter, chain saw, bundle firewood, small equipment maintenance, haul trash, work on irrigation, public relations, park rule enforcement, lead tours of school groups and general public, lead hikes, give interpretive programs, oversee work crews, check in campers, greet guests, collect fees, issue brochures, clear trails and staging areas, parking, patrol, habitat restoration, surveys, security, site repair, lead youth educational/recreational activities and projects, coach sports teams, child care, lead computer labs, remove graffiti, host fund raisers, sweep and rake, paint, garden, historical research, clean barbecues, staff entry booth, create and install kiosks and displays, feed and care for raptors, reptiles and farm animals, maintain attendance, answer phones, data entry, mailings, and filing.

- b. INSTITUTIONAL VOLUNTEERS (this section should include court referrals, honor camp inmates, PIC/RETC, GAIN, etc.)

No. Vol.	<u>unknown</u>	Hours	<u>14,343</u>	x	\$ 17.19	=	\$246,556
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Types of work performed by INSTITUTIONAL VOLUNTEERS in this category:

Pick-stick trash, clean grills, remove debris from creeks, spread wood chips and mulch, rake, paint, wash tables, trail repair, weed, cut cattails, prune, dead tree removal, clear brush, split and stack wood, clear fire rings, inventory warehouse, clerical, dig trenches, clear fire breaks.

- c. SPECIALIZED VOLUNTEERS (this section should include utilization of Special Volunteers in positions requiring specific skills and/or expertise levels, for example, an attorney, physician, sports figure or celebrity). These specialized positions have verifiable compensation levels (VCL). If you have such a volunteer, please indicate the position, hours and compensation level below.

Position	Hours	x	VCL	=	Dollar Benefit
<u>n/a</u>	<u>n/a</u>	x	<u>n/a</u>	=	\$ <u>n/a</u>

No. Vol	<u>n/a</u>	Total Hours	<u>n/a</u>	Total Value	\$ <u>n/a</u>
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Types of work performed by SPECIALIZED VOLUNTEERS in this category: n/a

d. TOTALS OF DEPARTMENT VOLUNTEERS (from above):

<u>No. of Volunteers</u>	<u>Hours</u>	<u>Dollar</u>	<u>Benefit</u>
2a: <u>400</u>	<u>105,775</u>	\$ <u>1,818,272</u>	
2b: <u>unknown</u>	<u>14,343</u>	\$ <u>246,556</u>	
2c: <u>n/a</u>	<u>n/a</u>	\$ <u>n/a</u>	

TOTALS: <u>400</u>	<u>120,118</u>	\$ <u>2,064,828</u>
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3. DONATIONS TO VOLUNTEER PROGRAM:

Please list all donations to the department's Volunteer Program including monetary donations and tangible/intangible items. Items such as computers, air time, transportation, books, etc. Please assign a fair market value to each and add to the total value of the donations section.

<u>Item Donated</u>	<u>Value</u>	<u>Item Donated</u>	<u>Value</u>
<u>Trees, scrubs, fencing</u>	<u>\$ 565.00</u>		\$
<u>Cash (DOVIA award)</u>	<u>\$ 300.00</u>		\$

TOTAL VALUE \$ 865.00

4. VOLUNTEER PROGRAM COSTS:

- a. Cost of direct supervision of volunteers (total hours of direct supervision times hourly rate of staff person(s) directly supervising program volunteers.

Hours 7079 x Rate \$ 16.00 = \$ 113,264

- b. Cost of program coordination (total hours of program coordination times hourly rate of coordinator(s). This section should include coordination of staff, compiling statistics, job description preparation, volunteer placements and recognition, etc.

Hours	<u>800</u>	x Rate	<u>\$26.00</u> =	\$ <u>21,424</u>
	<u>48</u>	x Rate	<u>\$13.00</u> =	

c. Other program costs (volunteer training materials/supplies, recognition costs, etc.):

Item	Cost
<u>Recognition</u>	\$842.00
<u>Supplies</u>	\$226.00
<u>Training</u>	\$180.00

TOTAL OF OTHER PROGRAM COSTS	=	\$ <u>1,248.00</u>
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d. TOTAL OF VOLUNTEER PROGRAM COST (add 4a, 4b, and 4c)	=	\$ <u>135,936</u>
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5. NET BENEFIT TO DEPARTMENT FROM VOLUNTEER PROGRAM:

a. Total Dollar Benefits of Volunteers, Item 2d (Page 2) \$ 2,064,828

b. Total of Donations to Volunteer Program, Item 3 (Page 2) \$ 865

ADD a + b \$ 2,065,693

c. Subtract Total of Volunteer Program Costs, Item 4d (Page 3) (\$ 135,936)

TOTAL PROGRAM BENEFIT \$ 1,929,757

6. RECRUITING:

Please describe your recruiting programs:

DPR uses various tools to recruit volunteers including: news releases, flyers, department newsletter, web site, County Television Network, outreach events, volunteer fairs, word of mouth.

7. SPECIAL VOLUNTEER PROGRAM ACTIVITIES/ACHIEVEMENTS:

Please describe any special activities and/or achievements your program was involved in during the period of this report:

General volunteers, like paid staff, are dedicated to the mission of the Department. The duties and activities of all volunteers support the three initiatives of the General Management Strategy: kids, the environment, and safe and livable communities.

DPR processed 148 new volunteers during this fiscal year, including 47 live-in/resident volunteer applicants. DPR revised the agreement/license with live-in/resident volunteers, and updated the volunteer handbook for staff.

DPR maintained volunteer patrols at Volcan Mountain and Santa Ysabel Open Space, Sweetwater Summit and the River Valley, Goodan Ranch/Sycamore Canyon, and Ramona Open Space/Trails, including Simon, Mt. Gower and Holly Oaks.

DPR scheduled Docent Enhancements for 2004 and provided training for all available volunteers on the County's Work Safe/Stay Healthy program, with regular updates.

Volunteers helped with education programs for school groups at Rancho Guajome Adobe and Los Peñasquitos Ranch House. They also led adult tours and helped staff the gift shops at both of these historic sites.

Student mentors from El Capitan High School continued to work with the REC/Critical Hours program at Lindo Lake Park and the Lakeside Community Center. Volunteers in History, including interns from several local universities, have spent countless hours doing history research, assisting with technical issues, and creating exhibits. Other student interns worked in the administrative office and in the Critical Hours program.

Volunteers assisted in the County's storm water management program to ensure compliance with the Best Management Practices in the parks.

The San Diego Astronomers, Project Wildlife, Skyhunters, San Diego, Sheriff's Search and Rescue, and San Diego Railroad Museum provided interpretive programs. Local friends groups, conservancies and coalitions led hikes, and numerous experts in historical and relevant educational fields gave presentations and led education walks in the parks and open space preserves.

Community Interface Services continued to volunteer at Dos Picos Park and Fallbrook Community Center. The Sr. Tennis players volunteered at Fallbrook Sports Park. The Old Town Kiwanis club painted benches and trash can holders at Heritage Park. The Live Oak Park Coalition continued to provide volunteer service. A local church group removed weeds from the future "sand dune garden" and the San Elijo Lagoon Conservancy continued monthly clean ups at San Elijo. The Volunteer San Diego's Family Day event at Dos Picos resulted in new plants and restriping of the parking lot. Volunteers with I Love A Clean San Diego did major clean ups on their California Coastal Cleanup Day at: Lake Morena with seven volunteers, cleared one-half mile around the lake, gathered five pounds of debris; Otay Valley Regional Park with 52 volunteers, cleared 1,480 pounds of trash and a 1.25 mile area; Morrison Pond area at Sweetwater Regional Park with 30 volunteers, cleared 1,609 pounds of debris in a 9 mile area; and the Tijuana River Valley with 70 volunteers cleared 2,102 pounds of debris (including 80 tires) in a one-half mile area. The Kiwanis Club assisted with special events at the Spring Valley Community Center. The Creek to Bay Clean Up resulted in another 72 volunteers at Otay Valley Regional Park who cleared 1,200 pounds of trash from a two-mile area.

Volunteers provided interpretive services at the Community Garden meeting in the Tijuana River Valley Regional Park, volunteers from Temple Soliel and Temple Bethel worked at San Elijo Lagoon; volunteers planted 260 native trees at South Lane, Lake Jennings, El Monte and Flinn Springs.

Volunteers assisted with special events, including: Halloween at the three Community Centers, Halloween at Blue Sky; and the three-day Quilt Show and Rancho Christmas at Rancho Guajome Adobe; Friends of Otay volunteers participated in the annual Earth Day.

Student and Youth Group volunteers included: high school students served as preschool assistants at Fallbrook Community Center; Mason Street School, Stein Education Center, UCSD and San Diego State University at Heritage Park, F.F.A. from Vista High School cleared trash from the Lake at Guajome Park, Mira Costa College students Interns worked in San Elijo Lagoon, Southwestern College and City College students worked with the historian on collections research.

Scout Projects included: Dos Picos Park-filling sand bags and shoveling mud; Felicita Park-spreading mulch on hiking trails; Guajome Park-painting trail signs; Stelzer Park-painting fire hydrants, raking under picnic tables, filling and placing sand bags; San Elijo Lagoon-cleaning up the lagoon, removal of ice plant.

Eagle/Gold Scout Projects included: Felicita-construction and installation of new foot bridge, trail improvements and two new park benches; Flinn Springs-park flagpole; Oakoasis-replacement and restoration of picnic tables in youth area, construction of a wood retaining wall in the staging/parking area, replacement of two benches destroyed by fire; Rancho Guajome Adobe-goat pen, arbor, Stelzer Park-a recycling station and decking, erosion control; San Elijo Lagoon-installation of information kiosk and trail head improvements.

Awards: The team of resident volunteers at Lake Jennings was the Department's Volunteers of the Year, and Debbie Mooney, resident volunteer at Sycamore Canyon, was Volunteer of the Month. Volunteer San Diego and the San Diego Padres honored Dos Picos resident volunteer Keith Van Sickle as a Volunteer of the Month. The Parks Society sponsored an appreciation luncheon for the Rancho Guajome Adobe docents. The Spring Valley Boosters provide shirts for volunteers and cover other expenses generated by the Community Center.

Numerous volunteer advisory boards and committees continued to meet monthly. The San Diego County Parks Society continues to support parks and recreation with time and with money.

Since the devastating fires that destroyed more than 15,000 acres of park land, many groups and individuals have come forward to help clean up those parks that were damaged, and to restore, repair and rebuild what was destroyed. Volunteers helped distribute sandbags and lay straw wattles to prevent erosion. The County Historian has trained and led several groups on archaeological surveys of burned areas in parks.

Many parks were closed for two or more months causing regular volunteer hours to decrease in those locations. However, volunteers and grant-supported labor, gave hundreds of thousands of hours to restoration and erosion control. Two resident volunteers lost their RVs to the fires, and many others lost personal items. Some of the projects that are listed as completed in this fiscal year were destroyed in the fires, but we felt we should include them, as many volunteers spent hundreds of hours and dollars to complete them.

In meeting our goals for the years, we continued the advanced trainings for the docents, implemented the new paperwork and timeframes for resident live-in volunteers and updated our reporting and recording procedures for volunteer hours.

8. VOLUNTEER PROGRAM GOALS FOR FISCAL YEAR 2004-05:

Please describe your program goals. Include activities, number of volunteers, recruitment, training, recognition and other goals:

- ☐ Goal 1 – Create volunteer coordinator desk manual that contains a step-by-step guide to the daily functions of that position.
- ☐ Goal 2 – Review and revise current volunteer program policies and systematically communicate program policies through presentations to all current volunteers and staff who supervise volunteers.
- ☐ Goal 3 – Offer a minimum of 2 volunteer trainings.

9. **GENERAL INFORMATION:**

Name of Person Completing Report: Nancee Hanson, Volunteer Coordinator

Phone Number: 858-694-3042 Mail Stop: O-29 E-mail: Nancee.hanson@sdcounty.ca.gov

Renee E. Bahl

DEPARTMENT HEAD SIGNATURE

2 July 2004

DATE